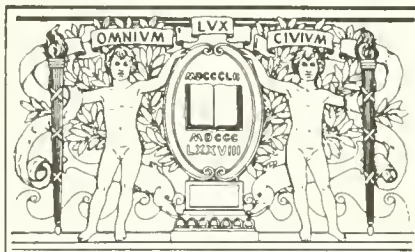


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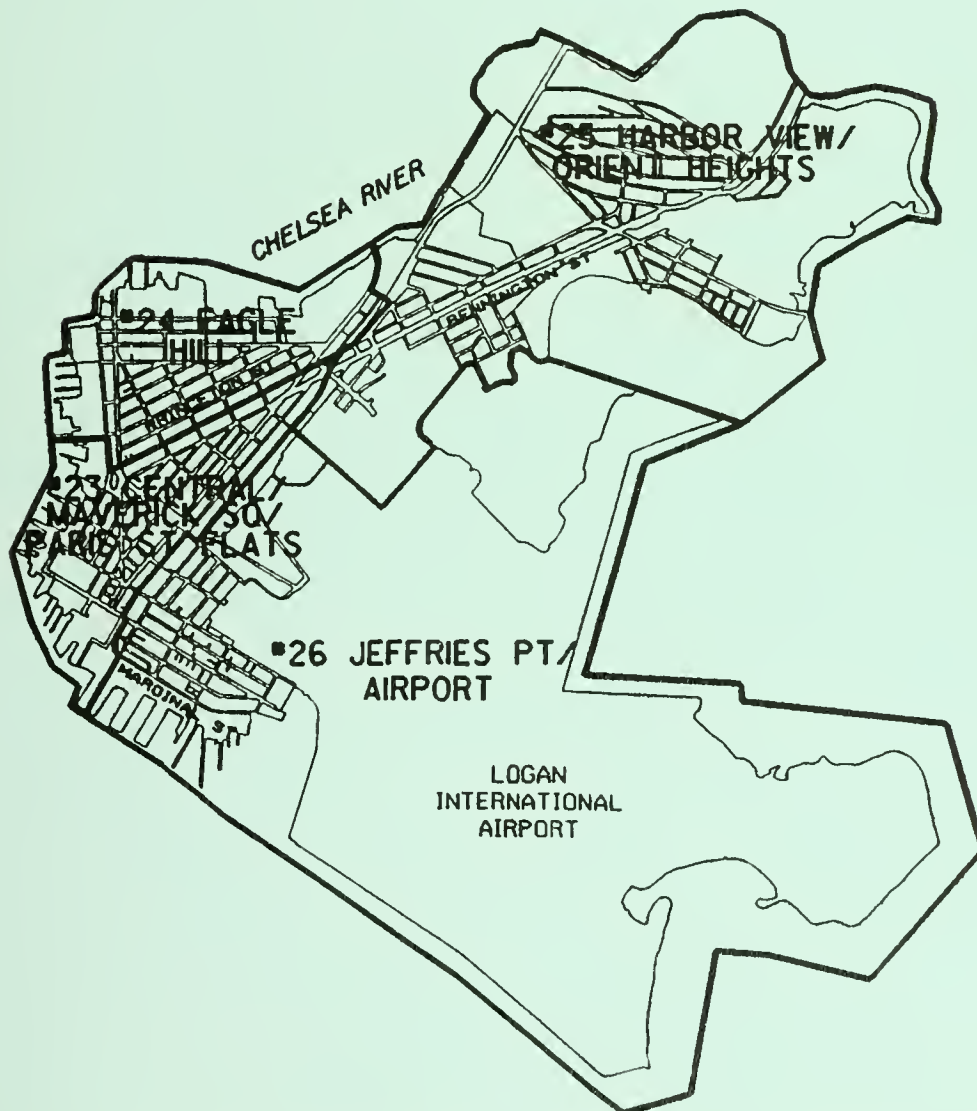


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EAST BOSTON CENTRALIZED LAND USE INFORMATION STUDY

WORK PLAN, 1988



EAST BOSTON CENTRALIZED LAND USE INFORMATION STUDY

INFORMATION PACKET

April 21, 1988

1. BRA CLUIS Board Memorandum
2. CLUIS Fact Sheet
3. CLUIS Work Plan, Budget, Timeline
4. Letters of Support

MEMORANDUM

TO: BOSTON REDEVELOPMENT AUTHORITY AND
STEPHEN COYLE, DIRECTOR

FROM: ALEXANDER GANZ, ASSISTANT DIRECTOR
POLICY DEVELOPMENT AND RESEARCH DEPARTMENT

LINDA BOURQUE, ASSISTANT DIRECTOR
NEIGHBORHOOD PLANNING AND ZONING DEPARTMENT

PAUL REAVIS, ASSISTANT DIRECTOR
ENGINEERING AND DESIGN SERVICES DEPARTMENT

DATE: APRIL 21, 1988

RE: EAST BOSTON CENTRALIZED LAND USE INFORMATION STUDY (CLUIS).
PERMISSION TO ENTER INTO CONTRACT WITH MASSACHUSETTS PORT
AUTHORITY TO CONDUCT THIS MASSPORT-FUNDED STUDY.

EXECUTIVE SUMMARY: THIS MEMORANDUM REQUESTS AUTHORIZATION FOR THE DIRECTOR TO ENTER INTO A CONTRACT WITH THE MASSACHUSETTS PORT AUTHORITY TO UNDERTAKE AN EAST BOSTON CENTRALIZED LAND USE INFORMATION STUDY WHICH WILL BE FUNDED BY MASSPORT. THE \$168,000 TOTAL WHICH MASSPORT WILL FUND WILL COVER BRA STAFF AND CONSULTANT TIME, EQUIPMENT AND MATERIAL NEEDS, AND PRODUCTION OF COMPUTERIZED INFORMATION NECESSARY FOR THE STUDY. THE STUDY, WHICH WILL START IN JUNE, 1988 AND CONTINUE FOR ONE YEAR, WILL BE CONDUCTED IN CONJUNCTION WITH THE EAST BOSTON IPOD, AND HAS THE SUPPORT OF THE EAST BOSTON PZAC.

BACKGROUND

The Massachusetts Port Authority has agreed to appropriate up to \$168,000 for the design, development and completion of a Centralized Land Use Information Study (CLUIS) for East Boston. This study would be funded as part of the settlement of a law suit relating to airport impacts brought by AIR, Inc., an East Boston airport-related environmental group. Massport originally requested that the BRA coordinate the study in 1984. Since that time, the BRA and the City's Management Information Systems Department (MIS) have prepared several work plans for such a study, but none has been acceptable to all three agencies.

CLUIS WORK PLAN, 1988

The attached work plan has been prepared by BRA staff over the last several months. It suggests that the BRA conduct CLUIS in conjunction with the East Boston IPOD, and that the new, simpler technology of personal computers be used for the study instead of the mainframe computers suggested in past work plans. As part of this new work plan:

- o CLUIS will consist of the gathering of computerized East Boston property information from a variety of City sources, including the Assessing Department, Fire Department, Zoning Board of Appeals, etc.
- o This information will be compiled on a personal computer database system in the BRA Research Department and analyzed for land use and ownership patterns, airport-related use impacts, and illegal and/or inconsistent uses.
- o Land use and business reports will be prepared to highlight the findings of the analysis.
- o Customized maps will be generated on the BRA's workstation of the Intergraph Land Use Information System.
- o Community review will be handled through the East Boston Planning and Zoning Advisory Committee (PZAC), with the assistance of other interested community members.
- o The study will be conducted mainly by BRA staff, with project coordination from Bowen & Hayes, Inc., which will serve as a consultant to the BRA during the project.
- o Massport funds will be used to provide approximately \$47,000 for BRA staff time, \$23,000 for BRA intern time, and \$45,000 for BRA consultant time (Bowen & Hayes, Inc.) allocated to the CLUIS study. The staff total for the project will be approximately \$115,000, which will be funded by Massport.
- o The City's MIS Department will provide necessary data to the BRA and its consultants, but will not be designing a mainframe-based CLUIS system, as was the case with past work plans. Massport funds will be used to provide approximately \$5,000 for MIS Department programming services necessary for the delivery of data to the CLUIS project.

BRA staff believe the project can be accomplished for the \$168,000 that Massport will provide. The budget in the attached work plan includes a total of \$168,000 for BRA staff, intern, and consultant time; necessary personal computers, equipment and supplies; contingency; and MIS services necessary for the delivery of computerized property information.

If the BRA's role in this project is approved, the CLUIS work plan and an inter-agency contract will be sent to the Massport Board for consideration. The target starting date for CLUIS is June 1, 1988, to correspond to the IPOD schedule.

An appropriate vote follows:

VOTED

That the Director is hereby authorized to enter into a one-year contract with the Massachusetts Port Authority to receive \$168,000 in funding for the design, development and completion of the East Boston Centralized Land Use Information Study.

That, to fulfill the terms of the agreement, the Director be further authorized to enter into a contract with the City of Boston Management Information Systems Department to pay up to \$5,000 of the Massport funds for services related to the delivery of computerized data. And, that the Director be authorized to enter into a professional services contract with Bowen & Hayes, Inc., for \$45,000 of the Massport funds to coordinate the study.

CLUIS FACT SHEET:

WHAT IS CLUIS?

- o The East Boston Centralized Land Use Information Study (CLUIS), will be a one-year, intensive land use study to assist with planning and rezoning in the community.
- o It will focus particularly on airport-related uses in the community.
- o It will gather computerized property information for East Boston from a number of City sources. This information will be compiled into a database system on a personal computer, and analyzed to provide land use and ownership information.
- o It will include customized, computer-generated maps to illustrate findings of the land use analysis.
- o It will be designed and conducted by BRA staff and consultants and reviewed by members of the community.
- o It will be funded by Massport.
- o It is targeted to start on June 1, 1988.

WHO WILL WORK ON CLUIS?

- o Bowen & Hayes, Inc., will coordinate the project for the BRA. This firm specializes in computer-based analysis, and will take responsibility for identifying data sources through the City's Management Information Systems (MIS) Department, pulling out needed information, and gathering this information onto personal computers.
- o BRA staff will serve as liaison between the consultants and the community, and will perform all analysis, survey work, and mapping work.
- o The East Boston community, through the PZAC, with the help of other interested community members, will review the project and integrate it with IPOD planning.
- o Massport staff will also review the project.

HOW WILL CLUIS AFFECT THE IPOD?

- o CLUIS will help the IPOD process by providing the community with information about land uses in the neighborhood.
- o A PZAC sub-committee, which can be joined by non-PZAC members, will meet monthly during the project to review progress and suggest ways to combine CLUIS with the IPOD.

WHAT WILL CLUIS PRODUCE?

- o CLUIS Report. This report will present findings on land use, ownership, zoning, and airport-related businesses. It will also present recommendations to the PZAC regarding rezoning.
- o CLUIS Maps. A series of computer-generated, customized maps will be prepared to illustrate findings of the land use analysis.
- o CLUIS Database System. The information used in CLUIS will be maintained by the BRA in a personal computer database system. Questions about information in the CLUIS database will be handled through the PZAC CLUIS sub-committee and BRA staff.

WHAT WILL CLUIS DO?

- o CLUIS will provide a consistent, up-to-date set of information on East Boston land use, which can be used for the IPOD.
- o CLUIS will provide detailed information on airport-related businesses and uses.
- o CLUIS will not solve the neighborhood's land use and zoning problems: CLUIS will provide community members with information, but will not make decisions.
- o CLUIS will not affect the IPOD's schedule, the PZAC, nor the decision-making process that has been used for the IPOD.
- o CLUIS will not affect Massport's exemption from local zoning.

HOW WILL COMMUNITY ACCESS AND REVIEW BE HANDLED?

- o CLUIS will be reviewed on a monthly basis by a PZAC CLUIS sub-committee, which can be joined by other interested community members and by Massport staff.
- o At major decision points in the project, the entire PZAC, along with other interested community members, will be asked to review CLUIS and the reports and maps produced by the project.
- o Community access to CLUIS data will be handled through the PZAC CLUIS sub-committee and the BRA. This process will ensure that answers to questions are provided carefully and quickly, and that security of the information is maintained.

WHAT WILL HAPPEN TO CLUIS AFTER THE END OF THE PROJECT?

- o Massport's responsibility to CLUIS ends after one year from the project's start.
- o At the end of the project, BRA staff and the PZAC, together with other interested community members, will evaluate CLUIS's usefulness. They will decide whether or not study of CLUIS information should be continued and whether or not the CLUIS database system should continue to be updated, either in its current form or with some changes.

**EAST BOSTON CENTRALIZED LAND USE INFORMATION STUDY
WORK PLAN, 1988**

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EXECUTIVE SUMMARY

This document presents a work plan for undertaking the East Boston Centralized Land Use Information Study (CLUIS). The study will be conducted on the part of Airport Impact Relief, Inc. (AIR, Inc.), the East Boston Planning and Zoning Advisory Committee (PZAC), and the Massachusetts Port Authority, which will fund the study. CLUIS will be coordinated by the Boston Redevelopment Authority (BRA), through its East Boston Interim Planning Overlay District (IPOD) process. Massport's exemption from local zoning will be honored.

Purpose of CLUIS/Work Plan

The primary purpose of CLUIS is to provide information to assist the East Boston community with its planning and rezoning process. The study will focus on the existence and impact of airport-related businesses, land use, ownership, and zoning patterns, and property histories.

As the city's planning agency, the BRA will be responsible for overall study design and management. The consulting firm Bowen & Hayes, Inc. will provide project coordination for data collection, documentation and system maintenance. The project will be conducted through the IPOD process to ensure that study findings form the basis of a more comprehensive neighborhood planning and rezoning effort. To conduct the study, land use information from a number of city sources will be identified, collected in a microcomputer database system, and analyzed. This database system will form the basis for a comprehensive land use report supplemented with thematic and cadastral maps, which will be reviewed by the community and Massport.

Microcomputers will be utilized because of their versatility, speed and ease-of-use. The use of microcomputers will allow CLUIS to be built on the parcel-based database system the BRA has established for planning and rezoning analysis, and will allow BRA staff to analyze data, prepare reports and respond to community queries. For the mapping component of the project, microcomputer data will be uploaded to the BRA's workstation of the city's Intergraph Land Use Information System, which currently contains a digitized, block-based map of the city.

Time Frame and Budget

The time frame for CLUIS is one year, from June, 1988 to June, 1989. This time frame coincides with the start of the East Boston comprehensive planning and rezoning process. Massport's responsibility to the project will end after one year.

CLUIS will consist of four segments: designing the system, expanding the system, using the system, and reviewing the products. Community participation and review will be an important feature of all four segments of the project.

The study's cost will be \$168,000 for personnel, equipment and analysis. The study will be funded by the Massachusetts Port Authority.

PURPOSE

1. To provide current land use information as input into the East Boston IPOD planning and rezoning process.
2. To assist the East Boston community in its effort to understand neighborhood growth patterns and become more informed about and involved in directing the future growth and development of the neighborhood.
3. To provide a tool that will merge land use information from a number of city sources to assist in the analysis of the impacts of current and proposed land uses and potential zoning and variances.
4. To provide information on: the impacts of airport-related businesses in the East Boston community; illegal or inconsistent land uses or patterns; property/ownership histories; and general land use patterns throughout the neighborhood.

STUDY DESIGN

The CLUIS project has been designed to correspond to the East Boston IPOD planning and rezoning process. It will be designed and coordinated by BRA staff and consultants, and reviewed by the East Boston PZAC and Massport. The project will be designed as part of a microcomputer land information system. Land use information from a variety of city sources will be extracted and transferred to a database on a personal computer. This information will be supplemented by land use and business surveys. It is anticipated that CLUIS will become a clearinghouse for information on the neighborhood, which can be updated as needed to provide archive information and land use trend information.

Microcomputers will be utilized because of their versatility, speed, and ease-of-use. When information gathering is complete, a land use analysis will be performed to ascertain land use and ownership patterns, locations and types of airport-related uses, zoning conflicts and/or illegal or inconsistent uses and property histories. With community review through the IPOD process, the land use analysis will be used to formulate a series of recommendations for future land uses in the neighborhood. Although the study process will be quite detailed, every effort will be made to ensure that end products are presented in a clear, concise, and usable fashion.

For the mapping component of the project, microcomputer data will be uploaded to the BRA's workstation of the city's Intergraph Land Use Information System, which contains a digitized, block-based map of the city. Intergraph will produce a series of thematic maps to illustrate findings of the land use analysis, as well as more detailed cadastral maps to supplement the land use report. Once they have been created, Intergraph graphic files can be downloaded for translation to AutoCAD or other PC-based graphics packages, for distribution to Massport or others as desired.

WORK PLAN/TIMELINE

The CLUIS project will require approximately one year to complete. It will utilize BRA staff and consultants, and members of the East Boston Planning and Zoning Advisory Committee (PZAC). Project review will be coordinated by the East Boston PZAC and the BRA. The PZAC will establish a "CLUIS subcommittee," which will include members of AIR, Inc., neighborhood residents who are not members of the PZAC, and Massport. This subcommittee will meet monthly for the duration of the project to review progress, offer guidance, and channel information to the PZAC, AIR, Inc. and other community members.

A June, 1988 starting date is suggested for the project for several reasons: it will correspond to the time period outlined for the East Boston IPOD; it will allow system design to be initiated before the project starting date; and it will correspond to the addition of parcelized computer maps to the city's Intergraph Land Use Information System.

The project will be divided into four segments, which are illustrated in the flowchart and CLUIS Task Timeline in Appendix A. These segments are:

- o Designing the System
- o Expanding the System
- o Using the System
- o Reviewing the Products

Community participation and review through the PZAC CLUIS subcommittee will be central to each of the study segments. Finished products of CLUIS will include a land use report; customized, computer-generated land use maps; and access to the CLUIS database via the PZAC CLUIS subcommittee and BRA staff. Massport's exemption from local zoning will be honored.

Following is a review of tasks to be accomplished during CLUIS. Tasks have been organized by project segment. For each task, information is included on the nature of the task and its use in the project; the data or analytical tools needed to conduct it; the personnel needed; any additional equipment needed; the status of the task as of this writing; and the time frame within which the task will be completed.

SEGMENT ONE: DESIGNING THE SYSTEM

TASK: System Design

DESCRIPTION: A microcomputer database system using dBASE III PLUS for parcel-based land use records from the city's Assessing Department has been developed and tested for IPOD use, and a procedure is currently underway to permit transfer of Assessing Department records to BRA microcomputers. Based on this design, the database must be expanded, or a series of relational databases developed, to permit loading of relevant data from other selected sources. A means of storing data must be chosen, as well as a means of organizing data within the confines of dBASE III PLUS or dBASE IV. A system must be designed to permit data extraction and transfer to the BRA. File, report and screen design for the microcomputer database system must also be developed.

DATA/ANALYSIS NECESSARY: This procedure must be performed concurrently with the Data Source Identification task described below. For each available source, relevant data fields must be selected and extracted from their mainframe files, given uniform identifiers (such as ward and parcel number), and transferred to the BRA microcomputer database system.

PERSONNEL: Bowen & Hayes (B&H); BRA Research Department staff

EQUIPMENT NECESSARY: Access to mainframes, department data. Method of storing data: an AT-compatible personal computer with printer and appropriate software.

STATUS: System design has begun.

TIME FRAME: Months 1 - 3

TASK: Data Source Identification

DESCRIPTION: Potential data sources for the CLUIS database will be identified. A data dictionary will be developed: it will include information on agency, type of data, relevant fields, property identifier, transfer procedure and contact person. The following data sources may be incorporated. Relevant data sources will be chosen during this procedure; the attached list is merely a suggestion as to possible data sources.

1. Assessing Department:

A. Basic parcel data. A data set including parcel number and address, parcel and building size, owner's name and address, land use, assessed value, and building characteristics is currently being downloaded for East Boston parcels. This database will form the basis of the CLUIS database. Records will be identified by ward/parcel.

B. New Growth System. Data set will contain information on property value growth and new construction. Records identified by ward/parcel.

C. REGI System. Data set will contain master deeds and property sales information. Records identified by ward/parcel.

2. Rent Equity Board: Information on rental units under R.E.B. jurisdiction, condominium conversions, rent and sales values. Records identified by ward/parcel.

3. Public Facilities Department, Vacant Land Inventory: Basic parcel and site condition data in dBASE III PLUS format for vacant parcels from 1986 survey. This database is currently being updated by BRA staff. Records identified by parcel number.

4. Zoning Board of Appeals: Appeals cases since 1985 are stored on a dBASE III PLUS database in the BRA Zoning Department. Will add information on ZBA status for all relevant parcels, to be used as a base for determining illegal or inconsistent uses. Identified by street address.

5. Tax Title Division and Collector/Treasurer: Data set will contain information on tax compliance, property histories. Records identified by ward/parcel.

6. Inspectional Services Department: Data set will contain building permit information. Identified by address.

7. Fire Department: Data set will contain information on fires and arson investigation status for relevant properties. Identified by ward/parcel.

8. Field Survey: Described below. To be conducted by BRA staff and interns on parcels adjacent to the airport for data verification, and for addition of business names, types and site conditions to database.

9. Business Survey: Described below. To be conducted by BRA staff, interns on airport-related businesses to determine history, space needs, employment, traffic generation, future plans. Results to be identified by ward/parcel.

DATA/ANALYSIS NECESSARY: Will vary with each data source. MIS Department will provide data tapes and record layouts for each source. Complete documentation, and extraction and downloading programs must be prepared for each source.

PERSONNEL: B&H; MIS staff; BRA Research Department staff; Zoning staff

EQUIPMENT NECESSARY: MIS computer for data tape production; data storage system in BRA.

STATUS: To be completed.

TIME FRAME: Months 1 - 3

TASK: Initial Data Loading

DESCRIPTION: Data loading into the CLUIS microcomputer database system will take place in two stages: immediately upon project start, a basic parcel data set from the Assessing Department will be loaded so that field survey work for parcels on the periphery of the airport can be undertaken; after remaining database design and downloading issues have been resolved, and after review by the PZAC CLUIS subcommittee, remaining data sources will be added to the microcomputer database system.

DATA/ANALYSIS NECESSARY: Assessing Department basic parcel data set must be extracted, documented and loaded into microcomputer database.

PERSONNEL: B&H, BRA Research Department staff

EQUIPMENT NECESSARY: Microcomputer data storage system

STATUS: To be completed.

TIME FRAME: Month 1

TASK: Field Survey Feasibility Test

DESCRIPTION: Because of the importance of airport-related uses to the CLUIS project, parcels along the borders of the airport will be surveyed to verify basic parcel information, and add information on parcel condition and tenants.

To ascertain the feasibility of surveying these parcels, a feasibility test on several blocks bordering the airport will be undertaken. This test will assist staff in developing appropriate mechanisms to facilitate the field survey, and provide a better estimate of the time it will take to complete the survey.

DATA/ANALYSIS NECESSARY: Assessing Department basic parcel data set must be loaded into microcomputer database, several blocks selected to survey, and survey forms and maps prepared.

PERSONNEL: B&H, BRA Research Department staff, student interns

EQUIPMENT NECESSARY: Microcomputer data storage system, maps

STATUS: To be completed.

TIME FRAME: Month 1

TASK: Field Survey

DESCRIPTION: The field survey of parcels adjacent to the airport will proceed as soon as the feasibility test has been completed. If necessary, the scope of the field survey will be tightened to permit complete and accurate field checking on the most important parcels. The field survey will utilize base maps and database printouts to allow surveyors to verify parcel use and add parcel and building condition. Names and addresses of airport-related businesses neighborhood-wide will be gathered from Massport sources where appropriate.

DATA/ANALYSIS NECESSARY: Assessing Department data must be entered; standard land use survey printouts (by block) must be generated; base maps must be obtained from BRA Mapping Department.

PERSONNEL: Supervised by BRA Research/Zoning staff; four student interns to conduct survey full-time for two months.

EQUIPMENT NECESSARY: Adequate microcomputers for data entry.

STATUS: To be completed.

TIME FRAME: Months 1 - 2

TASK: Community Review - CLUIS Scope

DESCRIPTION: After data sources have been identified and transfer mechanisms have been devised, the PZAC CLUIS subcommittee (which will be composed of PZAC members, AIR, Inc. members, other interested community residents and Massport staff), will be asked to review the scope of the project implicit in the data to be gathered.

DATA/ANALYSIS NECESSARY: Data source documentation must be completed and short report prepared.

PERSONNEL: B&H, BRA Research, Zoning staff

EQUIPMENT NECESSARY: Microcomputer, printer.

STATUS: To be completed.

TIME FRAME: Month 4

TASK: Data Extraction and Downloading

DESCRIPTION: Once data sources have been identified, transfer mechanisms devised, and community approval secured, relevant data must be loaded into the database.

DATA/ANALYSIS NECESSARY: Database structure must be ready. Correspondence table must be prepared for parcel identifiers from each data source. All sources must have transfer mechanism completed. Documentation for fields to be obtained from each source completed.

PERSONNEL: B&H, BRA Research staff.

EQUIPMENT NECESSARY: Data storage in BRA.

STATUS: Assessing Department transfer in process; remainder to be completed.

TIME FRAME: Months 4 - 6

SEGMENT TWO: EXPANDING THE SYSTEM

TASK: Business Survey

DESCRIPTION: To gain more information about current conditions and future plans for airport-related businesses, a business survey will be conducted. Survey will focus on history, space needs, employment, traffic generation, and future plans.

DATA/ANALYSIS NECESSARY: Business names and addresses from field survey and Massport sources where appropriate. Survey questionnaire to be devised.

Database for results to be established.

PERSONNEL: BRA Research/Zoning staff, student interns

EQUIPMENT NECESSARY: Sufficient microcomputers or laptop computers for data entry.

STATUS: Survey to be designed. To proceed upon completion of field survey.

TIME FRAME: Month 3

TASK: Property Research

DESCRIPTION: More detailed property information may be desired for certain parcels or areas of the neighborhood (i.e. for apparently illegal uses, parcels with recent fire, recent ownership changes, vacant parcels...). Where necessary, other sources will be consulted to provide additional information about specific parcels.

DATA/ANALYSIS NECESSARY: Information desired, sources for undertaking research.

PERSONNEL: BRA Research staff, part-time student intern

EQUIPMENT NECESSARY: Access to microcomputer for data entry.

STATUS: Ongoing as data are collected.

TIME FRAME: Month 6, and as needed for remainder of project

TASK: System Testing

DESCRIPTION: As data are entered, routine queries and sorts will be performed to ascertain that data is correctly integrated. Where necessary, and depending on time available, inconsistencies between data sources will be flagged for further research.

DATA/ANALYSIS NECESSARY: Land use data on microcomputer.

PERSONNEL: B&H, BRA Research Department staff.

EQUIPMENT NECESSARY: Microcomputer data storage system

STATUS: Will be ongoing as data are added.

TIME FRAME: Months 4 - 6.

TASK: System Update and Updates as Needed

DESCRIPTION: To ensure that data used by CLUIS is accurate and timely, the microcomputer database system will be completely updated at the beginning of project month 7. Once a month, after month 7 and through month 12, information will be updated as needed, and updated fields flagged.

DATA/ANALYSIS NECESSARY: Land use data sources, correspondence tables, downloading procedures.

PERSONNEL: B&H, BRA Research Department staff.

EQUIPMENT NECESSARY: Data storage, microcomputer.

STATUS: To be completed.

TIME FRAME: Month 7; Months 8 - 12

SEGMENT THREE: USING THE SYSTEM

TASK: Answer Community Queries/Database Access

DESCRIPTION: As an interactive, parcel-specific collection of information, the CLUIS database could prove helpful to community members-- above and beyond the prepared reports and maps-- with questions about specific parcels or areas.

Access will be handled through the PZAC CLUIS sub-committee and BRA staff.

Access in this form will ensure that questions are answered correctly and quickly, and that information security is maintained.

DATA/ANALYSIS NECESSARY: Analysis can begin as soon as data are loaded and verified.

PERSONNEL: BRA Research/Zoning staff.

EQUIPMENT NECESSARY: Microcomputer database system, printer, (access to plotter or laser printer if graphics or initial maps are desired).

STATUS: To proceed as requested by PZAC CLUIS subcommittee.

TIME FRAME: Months 7 - 12

TASK: Land Use Analysis and Report

DESCRIPTION: Data in CLUIS microcomputer database system will be analyzed to provide a report on land use, ownership and business type patterns, airport-related uses, property histories and related cycles, use conflicts, areas of transition, housing trends, ownership/vacancy/arson trends, and zoning patterns. Report will be supported with tables, graphs, and cadastral maps to illustrate specific uses, owners, or zoning conditions. Sample products to be reviewed by PZAC CLUIS subcommittee.

DATA/ANALYSIS NECESSARY: Data entered in database, with report and screen formats completed.

PERSONNEL: BRA Research/Zoning/Design Services staff

EQUIPMENT NECESSARY: Data storage microcomputer, access to laser printer and plotter.

STATUS: To be completed.

TIME FRAME: Months 6 - 9

TASK: Business Survey Report

DESCRIPTION: Data from business survey will be statistically analyzed to identify trends and patterns of airport-related uses. Will include information on employment, business types and space needs, future plans. Sample products will be reviewed by PZAC CLUIS subcommittee.

DATA/ANALYSIS NECESSARY: Business survey data.

PERSONNEL: BRA Research/Zoning staff

EQUIPMENT NECESSARY: Data storage microcomputer

STATUS: To be completed upon collection of business survey data.

TIME FRAME: Months 6 - 9

TASK: Mapping

DESCRIPTION: The BRA's workstation of the city's Intergraph Land Use Information System will be used to produce computerized maps to highlight findings of the land use analysis. Method of uploading data from microcomputer data storage must

be developed with assistance of consultants. PC-based mapping systems will be utilized as necessary.

DATA/ANALYSIS NECESSARY: Database completed and finalized, relevant data uploaded, map attached to data for manipulation.

PERSONNEL: B&H, BRA Design Services and Research staff.

EQUIPMENT NECESSARY: Intergraph system workstation with microcomputer terminal and laser printer, color plotter

STATUS: To be completed.

TIME FRAME: Months 6 - 9

TASK: Review

DESCRIPTION: PZAC CLUIS subcommittee members will review drafts of land use and business report and maps and provide guidance for continuing phases.

DATA/ANALYSIS NECESSARY: Drafts of reports. Completed maps.

PERSONNEL: BRA Zoning staff.

EQUIPMENT NECESSARY: None.

STATUS: To be completed.

TIME FRAME: Month 10

SEGMENT FOUR: REVIEWING THE PRODUCTS

TASK: Revisions to Land Use Report/Mapping

DESCRIPTION: Revisions will be made to land use report and maps, and information added in response to community's evaluation of draft report.

DATA/ANALYSIS NECESSARY: Land use report and maps, community comments.

PERSONNEL: BRA Research/Zoning/Design Services staff.

EQUIPMENT NECESSARY: Intergraph workstation and peripherals, microcomputer database system.

STATUS: To be completed.

TIME FRAME: Months 10 - 12

TASK: Land Use/Zoning Recommendations

DESCRIPTION: CLUIS can be used by the PZAC CLUIS subcommittee to formulate recommendations for future land uses and zoning in the neighborhood.

DATA/ANALYSIS NECESSARY: Land use report/maps from CLUIS, additional materials developed through IPOD process.

PERSONNEL: BRA Zoning/Research staff

EQUIPMENT NECESSARY: None.

STATUS: To proceed as part of IPOD process.

TIME FRAME: Month 12

TASK: Project evaluation

DESCRIPTION: Massport's responsibility for the CLUIS project will conclude at the end of month 12. At this time, PZAC CLUIS subcommittee members and BRA staff will evaluate the effectiveness of the project both as an information resource and as a tool for planning and rezoning in the neighborhood. PZAC CLUIS subcommittee members and BRA staff will present their findings to the memberships of the PZAC and AIR, Inc., and will decide whether or not to continue using and updating the CLUIS database system.

DATA/ANALYSIS NECESSARY: CLUIS database and products

PERSONNEL: BRA Research and Zoning staff

EQUIPMENT NECESSARY: CLUIS data storage microcomputer.

STATUS: To be completed.

TIME FRAME: Month 12.

STAFF AND MATERIAL NEEDS BUDGET

Staff

Management Information System Coordinator Bowen & Hayes, Inc. will coordinate system design and management, data collection, extraction, and downloading.

Approximately 15 hours per week for 780 hours total

- system design and management
- locate, extract and compile data
- supervise downloading of data to microcomputer
- provide documentation

(\$50/hour programming; \$75/hour project management):

\$45,000

BRA Research Department: Research and Database Coordinator

One person, 10 hours per week for 520 hours total

- supervise database design and loading
- supervise survey work
- conduct land use and statistical analysis
- prepare reports

BRA Zoning Department: Community Liaison

One person, 8 hours per week for 416 hours total

- serve as facilitator of community participation
- supervise survey work
- work with community on recommendations and planning

BRA Engineering and Design Services: Mapping Coordinator

One person, 5 hours per week for 260 hours total

- provide technical assistance for database design and Intergraph tasks
- supervise mapping work
- coordinate Intergraph programming tasks

BRA Engineering and Design Services: Cartographer

One person, 30 hours per week for last six months for 720 hours

- upload data to Intergraph
- produce thematic and cadastral maps as requested
- download graphic files to microcomputer graphics system if desired

BRA STAFF TOTAL: (Hourly base rate + fringe)

\$47,045

BRA Interns

Three interns, 35 hours per week for 12 weeks for 1,260 hours total

- conduct land use and business survey work and data entry
- conduct property research
- assist with data verification

One intern, 35 hours per week for 12 weeks; 8 hours per week for 34 weeks for 692 hours serve as lead intern on survey work and assist BRA Research Dept.

BRA INTERN TOTAL: (\$12/hour)

\$23,424

STAFF TOTAL: \$115,469

EAST BOSTON PLANNING & ZONING ADVISORY COMMITTEE

% RONALD A. CATENA,
CHAIRMAN
72 MARGINAL STREET
EAST BOSTON, MA. 02128

April 21, 1988

Boston Redevelopment Authority
One City Hall Square
Ninth Floor
Boston, MA 02201

Dear Members of the Board and Mr. Coyle:

On behalf of the East Boston Planning and Zoning Advisory Committee, I would like to express my support for the East Boston Centralized Land Use Information Study (CLUIS). This study could be a very valuable opportunity for residents of East Boston to learn more about land uses in the neighborhood, and to use that information as part of the IPOD process.

Airport-related land uses have been very important to East Boston, and the CLUIS project will help us address our concerns on those matters. The project will also help the PZAC work more closely with members of other neighborhood groups in considering all factors which could have a bearing on planning and rezoning in East Boston.

I would like to thank you for the hard work your staff has put into the work plan and community review process for the CLUIS project. I applaud the cooperation between the BRA and Massport that this project will involve. And I urge your support for this project, so that Mr. Coyle and the BRA staff can pursue an agreement with Massport and get this project started at the same time as the IPOD.

Sincerely,



Ronald A. Catena
Chairman
East Boston PZAC

April 21, 1988

Boston Redevelopment Authority
One City Hall Square
Ninth Floor
Boston, MA 02201

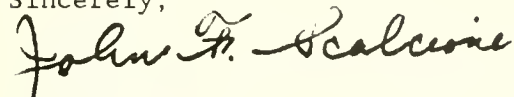
Dear Members of the Board and Mr. Coyle:

On behalf of Airport Impact Relief, Inc., I would like to express my support for the East Boston Centralized Land Use Information Study (CLUIS). The impacts of airport expansion and airport-related businesses and uses on East Boston have been great, and it is vital that we have a tool to use to study these effects. The CLUIS project, as presented here today, would provide the community with this necessary information as well as adding to the planning and rezoning process through the East Boston Interim Planning Overlay District (IPOD).

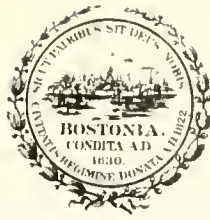
AIR, Inc. will continue to work with Massport regarding access to information, community implementation and planning of the CLUIS study, and on the larger questions of Logan Airport's effects on East Boston. The CLUIS project will provide an important step in understanding East Boston's land uses, as well as bringing this information to the attention of the East Boston Planning and Zoning Advisory Committee (PZAC). In addition, AIR, Inc. welcomes the chance to work with the BRA, Massport, and the PZAC, and to participate in the IPOD process.

I would like to commend your staff for the hard work they have already put into developing this project, and to urge both the BRA and Massport to approve the project so that this long-awaited planning tool can get underway.

Sincerely,

A handwritten signature in dark ink, reading "John A. Scalcione". The signature is fluid and cursive, with a large initial "J" and "S".

John Scalcione
AIR, Inc.



CITY OF BOSTON • MASSACHUSETTS

OFFICE OF THE MAYOR
RAYMOND L. FLYNN

April 21, 1988

Boston Redevelopment Authority
One City Hall Square
Boston MA 02201

Dear Members of the Board

I want to take this opportunity to thank the members of the B.R.A. and Airport Impact Relief, Inc for their hard work on the East Boston Centralized Land Use Information Study (CLUIS).

The East Boston Community is severely impacted not only by the growth of airport expansion but also airport related businesses that are located in our backyards.

As you are aware the BRA and the East Boston Planning Zoning Advisory Committee are working on an I.P.O.D. One of the goals of the East Boston Community is to prohibit Airport-related uses from locating in East Boston.

The East Boston Centralized Land Use Information Study will focus on airport related uses that are already located in our neighborhood. Most importantly it will assist the East Boston Community through PZAC to gather information during the IPOD period.

The Mayor's office looks forward to working with the BRA, Massport, and the East Boston Community on the East Boston Centralized Land Use Information Study (CLUIS) and urge your support for this important project.

Sincerely,

Salvatore LaMattina
Coordinator
Neighborhood Services

7101N

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